U.S. Department of Transportation

Office of the Secretary
of Transportation

Assistant Secretary
for Budget and Programs
and Chief Financial Officer

400 Seventh St., S.W.
Washington, D.C. 20590

DEC 15 2004

MEMORANDUM TO: Mary F. Peters
                   Federal Highway Administrator

FROM: *for* Linda Combs *Phyllis Scheinberg*

SUBJECT: Confirmation of IT Interfaces for Payroll/HR Data and
                   Reporting Post Migration to Federal Personnel and Payroll
                   System

As you are aware we have been working toward migrating our payroll and HR
information/processing systems to the National Business Center of the Department of the
Interior effective in April 2005 (non-FAA) and October (FAA), 2005. I have attached a
copy of the Secretary's recent memorandum on this matter for reference.

One of the tasks confronting this effort is to confirm the continuing need for system
interfaces to our existing payroll and HR systems. By interface, we mean one system that
connects to another to acquire or transmit data. All of these interfaces will be impacted
by the migration because we are creating a new central point of interface (known as the
Interface Repository) and the data structures will be changing for HR and payroll
information. A failure on the part of your organization to ensure the workability of your
existing interfaces with the Department of Interior's system may mean the failure of the
interface to function after our migration.

We have been working with your staff for almost two years to accomplish this review
effort. However, since many of these interfaces are very old, infrequently used and/or
have experienced turn over in the point of contact, we continue to discover "new" ones or
that some key contact point has not received the necessary information. As we come
closer to migration I would like to solicit your assistance in making sure that we have not
overlooked any interface that will support a mission critical need for DOT in general or
your administration in particular.

I have attached a spreadsheet that lists the current interfaces that we have identified.
Over the past several months we have sent multiple inquiries at the technical staff level to
compile this information. The listing provides our understanding of need, frequency,
point of contact, and other relevant information. We would appreciate your
organization's review of this document and confirmation of the information we have.

The following two particular pieces of information would be helpful:

1. Do you still require the interface? In many instances, interfaces have been proposed for continuation even though the need for them may no longer exist.

2. Are there any missing interfaces that you will need? We want to make sure we have not overlooked any needed interface.

We would appreciate your written response by January 1, 2005. If you have any questions regarding this matter, please contact Sheldon Edner, Deputy FPPS Program Manager at (202) 366-9646.

Attachments

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Transportation**

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of Transportation

Assistant Secretary
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DEC 15 2004

MEMORANDUM TO: Marion C. Blakey
Federal Aviation Administrator

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We would appreciate your written response by February1, 2005. If you have any questions regarding this matter, please contact Sheldon Edner, Deputy FPPS Program Manager at (202) 366-9646.

Attachments

Seq #	Mode	Region or LOB	Category	Inbound or Outbound	From or To	DESCRIPTION	FREQUENCY	Point of Contact	Point of Contact Telephone	Interface File/Format	Comments	Interface Validation Status	MOA	C&A date	Data Rqmt	Target Source	RNO Response
Data Warehouse Begins																	
1	DOT	DOT	CPMIS-200	O	OST-Management Information - HEIDI	Alcohol Test Data - 200 character	Monthly	Linda Cross	202-366-2291	200 char	combined file, CR for impact of Drug loc table, downloaded to a dtabase per Linda Cross. Tech POC Kent Mitchell. - 7/13/0, included CG and TSA Being replaced by DATMIS	verified 01/12/04 Linda Cross	Y	DATMIS 07/19/04	Y	IR	No longer required 9/13/04.
2	DOT	DOT	CPMIS-200	O	OST-Management Information - HEIDI	Drug Test Data - 200 character	Monthly	Linda Cross	202-366-2291	200 char	combined file, CR for impact of Drug loc table - 7/13/04, included CG and TSA Being replaced by DATAMIS	verified 01/12/04 Linda Cross	Y		Y	IR	No longer required 9/13/04.
3	DOT	DOT	Report	O	OIG	Payroll Distribution	Bi-weekly	William Savage Sandy DeLost Petra Swartzlander	202-366-1414 202-366-0837	pr distribution	no feeder system, used to support investigations	per William Savage 12/8/03			Y	IR	
4	DOT	DOT	MIR	O	ITS (Investigations Tracking System)	Personnel Data - Maintains background investigative information on all DOT employees	Bi-weekly	Pamela Daittillio, DOT OST	202-366-6514	SQL*Net Query	Production 02/2004 also includes passport & visa info for CG and TSA. Techie Brian.dudick@amti.com		Y	5/4/04 no signature	Y	IR	
5	DOT	DOT	MIR	O	WCIS	Employee, leave, pay, and T&A data	Bi-weekly	Steve Gomez	202-366-9455	SQL*Net Query	Needs employee, pay and T&A data	data element per Steve M 12/2/03	Y	12/15/2003	Y	IR	No longer required 9/16/04.
6	DOT	DOT	Personnel	O	CARS	Separated Employees/ Federal Employee List	Daily	Mary Moore	405-954-0832		Validate Access Control System (VACS) system may replace functionality (Kean). Received data elements for CARS 1/29/04		Y		Y	IR	N/A
7	DOT	DOT	Personnel	O	VACS	Separated Employees/ Federal Employee List	Daily	Mary Moore	405-954-0832		Validate Access Control System (VACS) system may replace functionality (Kean). Received data elements for CARS 1/29/04		Y		Y	IR	N/A
8	DOT	DOT	EEO	O	DOT Civil Rights	used for our iComplaints application's employee lookup feature		Fred Ford William Roberts Debra Sherman	202-366-1785 202-366-5637 202-366-6159			per Richard Toye 2/16/04			Y	DM	Will need RNO data
	DOT Count			8													
9	FH/MC	FH/MC	Personnel 500	O	FHWA/FMSCA	Federal Highways and Federal Motor Carrier	monthly	Larry Cagiwa Coni Meehan-Sys Ownr	202-493-0104	CPMIS 500 char string		per Bob Heller 11/03/03, verified per Larry 12/17/03			Y	IR	
10	FH/MC	FH/MC	MIR	O	FHWA/FMSCA	Federal Highways and Federal Motor Carrier	weekly	Larry Cagiwa Coni Meehan-Sys Ownr	202-493-0104	MIR Extract	Larry to provide additional info (feeds PRS system), also includes LADS?	verified per Larry 12/17/03			Y	IR	
11	FH	FH/MC	Acct/Budget	O	FHWA/FMSCA Accounting and Budget	Accounting and Budget	Biweekly	Larry Cagiwa Coni Meehan-Sys Ownr	202-493-0104	CUPS Skeleton File		Verified 1/16/04 per Larry			Y	IR	
	FH/MC Count			3													
12	FR	FR	Acct/Budget	O	Federal Railroads	Payroll Distribution	biweekly	Jerome (Jerry) Wallace	202-493-6163	pr distribution	Per Linda Maynard no personnel interfaces 12/15/03				Y	IR	
	FR Count			1													
13	FTA	FTA	Acct/Budget	O	Federal Transit Authority	FTA Payroll Distribution	biweekly	Brian Gunter	202-366-1003	pr distribution	Per Linda Thomas, no personnel interfaces 12/15/03	verified per Brian Gunter 1/29/04			Y	IR	
	FTA Count			1													
14	MARAD	MARAD	Personnel / Payroll	O	MARAD	MARAD payroll data for LDR (distribution and skeleton)	biweekly	John Hoban Jim Chen Mike Lestser	202-366-5852 202-366-5103 202-366-5108	CZPY.SCVAT.P694 F700.MR700, CZPY.SCVAT.P9925 X.MR160	certified 09/12/03 INFORMATION: POC-Donna Seymore, CIO IT Spec on HR-Dee Camdee	per Mike Lester 12/12/03	Y	11/24/03 no signature	Y	IR	
	MARAD Count			1													